



Congress of the United States
House of Representatives
Washington, DC 20515

OFFICE OF UNITED STATES REPRESENTATIVE KATHY MANNING

The Privacy Act of 1974 is a federal law designed to protect you from any unauthorized use or exchange of personal information by federal agencies. Any information that a federal agency has on file regarding your dealings with the United States Government may not (with limited exceptions) be given to another agency or Member of Congress without your written permission. If you wish for Congresswoman Manning's office to make an inquiry on your behalf, complete the authorization form.

I, _____ (Full Legal Name) hereby request the assistance of Representative Kathy Manning. I authorize Representative Manning and her staff to make inquiries into or obtain my personal records and/or files from _____ (Government Department/Agency) as necessary to assist me in the matter that I have presented to her office. The information that I have provided is true and accurate to the best of my knowledge.

Signature: _____

Name (Please Print): _____ Date: _____

Address: _____ City: _____

State: _____ Zip: _____ E-mail: _____

Home Phone: _____ Mobile Number: _____

Federal Agency Involved: _____

Case No. and/or Social Security No.: _____ Tax Year (If applicable): _____

Do you currently have a case pending before a local, state, or federal court pertaining to this matter?

Yes _____ No _____ (Please check one)

Did you submit a description of this matter through Representative Manning's Website?

Yes _____ No _____ (Please check one)

(Optional) I authorize Representative Manning to share information pertaining to this matter with the following:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Constituent Testimonial (Optional): Do you consent to be contacted at the conclusion of your case for purposes of providing feedback on our office services, as well as for constituent testimonials to be used in office and public communications?

Yes _____ No _____

Please submit this completed form along with a detailed letter describing your issue and relevant supporting documentation via email to **NC06.Casework@mail.house.gov**, or via mail to **U.S. Representative Kathy Manning, Attn: Department of Constituent Affairs., 100 South Elm Street., Suite 301, Greensboro, North Carolina 27401. Telephone: (336) 333-5005.**